



OTE 81-6719

30 APR 1981

DD/A REGISTRY

FILED Liaison

MEMORANDUM FOR: Director of Personnel Policy, Planning,
and Management

VIA: Security Officer, OTE
Contract Personnel Division, OPP&M

FROM: [REDACTED]
Director of Training and Education

SUBJECT: Memorandum of Oral Agreement

1. The following individuals have been retained under contract to provide instructional services in conjunction with the China Familiarization Course. The effective dates of this course are 27 April - 1 May 1981 unless sooner terminated by actual notice to subject. [REDACTED]

[REDACTED] scheduled to speak on 27 April and
on 29 April.

Name and Address	Employer	Security Facility Access Approval	Fee & Source of Earnings on Form 1099
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2. These individuals are to be paid under Pan Account No. 1275-3100 on a fee-per-task basis in the amounts cited above on certification that the tasks have been successfully completed. Income tax is not to be withheld, but Form 1099 is to be issued in conformance with Federal income reporting requirements.

SUBJECT:

STAT

3. No commitments other than those stated above have been made to these individuals.

STAT

CONCUR:

for 7s7 William N. Hart

Deputy Director for Administration

22 APR 1981

Date

APPROVED:

APPROVED

Special Contracting Officer

Director of Personnel Policy,
Planning, and Management

27 APR 1981

Date

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